

श्रेष्ठ	अनुसूची सं. 3 (पैरा -- 7 देखें)	श्रेष्ठ श्रेष्ठ 7	कार्यों का वर्गीकरण
श्रेष्ठ 1	जनरल आपरेटिव सफाई कर्मचारी		प्रशासन लिपिक कार्मिक लिपिक सामग्री लिपिक सचिव
श्रेष्ठ 2	सुरक्षा चौकीदार जनरल आपरेटिव (कार्यालय) जनरल आपरेटिव (क्षेत्रगत)		एन्स रे और लेब तकनीशियन परियोजना लिपिक प्रयोगशाला विश्लेषक यूटिलिटी प्रचालक (चार्जहेड) रक्ष-रक्षा लिपिक
श्रेष्ठ 3	जनरल आपरेटिव (ड्रम प्लांट) जनरल आपरेटिव (आई एन एन एन) जनरल आपरेटिव (स्टोकर) जनरल आपरेटिव (लोकोमोटिव) ड्राइवर हवलदार		उत्पाद प्रेषण लिपिक प्रशासन लिपिक-सीमा शुल्क प्रलेखन सीमा शुल्क भुगतान लिपिक वल्क/पैन्ड संचालन लिपिक कैलिब्रेशन लिपिक रेलवे संचालन लिपिक (आई आई पी एम सी) परियोजना प्रशासन लिपिक
श्रेष्ठ 4	लीडिंग हैंड जनरल आपरेटिव (फोर्क लिफ्ट) ड्राइवर		रिफाइनरी क्राफ्टमैन रिफाइनरी क्राफ्टमैन (चार्जहेड) प्रसंस्करण तकनीशियन प्रसंस्करण तकनीशियन (चार्जहेड)
श्रेष्ठ 5	लिपिक-सह-टाइपिस्ट लिपिक-सह-टाइपिस्ट-पूल रिफाइनरी क्राफ्टमैन सुरक्षा जर्माबार फायर आपरेटर यूटिलिटी आपरेटर प्रोसेस टैकनीशियन प्रयोगशाला विश्लेषक ड्राइवर		
श्रेष्ठ 6	लेखा लिपिक सामान्य कार्यालय लिपिक औद्योगिक संबंध का. लि. प्रशिक्षण केन्द्र लिपिक सामग्री लिपिक सचिव पुरुष नर्स/महिला नर्स परियोजना लिपिक प्रचालन लिपिक योजना लिपिक बिद्युत/ड्रम प्लांट लिपिक सीमा शुल्क प्रलेखन लिपिक प्रसंस्करण तकनीशियन रिफाइनरी क्राफ्टमैन प्रयोगशाला विश्लेषक यूटिलिटी प्रचालक प्रशिक्षण प्रचालक		

MINISTRY OF PETROLEUM & NATURAL GAS NOTIFICATION

New Delhi, the 28th April, 1989

G.S.R. 495 (E).—In exercise of the powers conferred under sub-section (1) of section 3 of the Bharat Petroleum Corporation Limited (Determination of Conditions of Service of Employees) Act, 1988 (44 of 1988) the Central Government, on being satisfied that for purpose of making the conditions of service of the Officers and employees of the Corporation comparable with the conditions of service of the officers and employees of other Public Sector Companies, it is necessary so to do, hereby frames the following Scheme, namely :—

1. Short title and commencement.—(1) This scheme may be called the Bharat Petroleum Corporation Limited (Determination of Conditions of Service of Postnationalisation Refinery Employees) Scheme, 1989.

(2) The provisions of this scheme shall be deemed to have come into force on and from the 24th day of January, 1976.

2. Definitions.—In these rules, unless the context otherwise requires :—

(a) "Act" means the Bharat Petroleum Corporation Limited (Determination of conditions of service of Employees) Act, 1988;

(b) "clerical employees" means as employees covered by Standing Orders No. B-51(1-A) 79-S.O. dt. 30th June, 1982 certified by the Regional Labour Commissioner (Central)

Bombay under sub-section (3) of section 10 of the Industrial Employment (Standing Orders) Act, 1946 (20 of 1946) read with sub-section (3) of section 5 thereof;

(c) "labour employee" means an employee covered by Standing Orders No. B-51(1); 79-S.O. dt. 30th June 1983 certified by the Regional Labour Commissioner (Central) Bombay under sub-section (3) of section 10 read with sub-section (3) of section 5 of the Industrial Employment (Standing Orders) Act, 1946, (20 of 1946) for workmen other than clerks.

(d) "Schedule" means a Schedule appended to this scheme.

3. Application.—The provisions of this scheme shall apply to all clerical employees and labour employees who have joined the Refinery of the Corporation on or after 24th day of January, 1976 (hereinafter referred to as "the employee").

4. Conditions of Service.—(1) The clerical employees and labour employees of the Corporation shall be governed by the conditions of service, as applicable to them, in the following manner, namely :—

- (i) for the period beginning on the 24th day of January, 1976 and ending on the 31st day of December, 1979 as specified in Part 'A' of the First Schedule;
- (ii) for the period beginning on the 1st day of January, 1980 and ending on the 31st day of December, 1983 as specified in Part 'B' of the First Schedule;
- (iii) for the period beginning on the 1st day of January, 1984 and ending on the 31st day of December, 1987 as specified in Part 'C' of the First Schedule;
- (iv) for the period beginning on the 1st day of January, 1988 and ending on the 31st day of December, 1991 as specified in the Second Schedule; and
- (v) for any period after the 31st day of December, 1991, the conditions of service shall be governed by the Second Schedule unless they are altered, varied or repealed by any other scheme.

(2) Subject to the provisions of paragraph 5 of this scheme, the Corporation shall grant such benefit to every employee, as is applicable to him in accordance with sub-paragraph (1) above, depending upon the period of his employment in the Corporation.

Explanation : For the purpose of calculation of such benefit, wages of the employee along with other benefits which were extended to him prior to the date of publication of this scheme in the Official Gazette shall be taken into account :

Provided that where an employee has received emoluments more than the amount due to him in accordance with sub-paragraph (1) above, the Corporation shall have the right to recover such excess amount.

5. Computation of Arrears.—(1) Payment of amounts computed in accordance with paragraph 4 shall be governed by the following conditions namely :—

- (a) the employee shall not be entitled to the amount of arrears for the period he was away from duty on loss of wages;
- (b) the Corporation shall deduct from the amount of arrears so computed, income tax in accordance with the provisions of the Income-tax Act, 1961 (43 of 1961);
- (c) (i) on completion of computation of wages of an employee, provident fund contributions of the employee shall be recalculated or readjusted on the basis of the difference between the provident fund contribution actually made by him and the amount of provident fund calculated in accordance with paragraph 4 and any excess amount of provident fund payable by the employee shall be recovered out of the arrears payable to him and credited to his provident fund account and the Corporation shall also contribute a matching amount to the provident fund account of the employee.
- (ii) after recalculation of the provident fund contribution of an employee, if it is found that during any period, the amount deducted, based on the actual wages paid, is more in comparison with the amount of provident fund required to be deducted on the basis of wages due to him on the basis of paragraph 4, such excess contribution to his Provident Fund Account shall not be refunded to the employee. However, the excess equivalent contribution made by the Corporation for the relevant period shall be re-adjusted from the amount of arrears that may be payable to the employee.

(2) Where an employee has received for any period an amount in excess of the amount computed in accordance with paragraph 4, the Corporation shall have the right to recover such excess amount from the amount of arrears payable to the employee.

6. Time Limit for the Payment of Arrears.—The Corporation shall make the payment of arrears in accordance with paragraph 4 within six months from the date of publication of this scheme.

7. Categorisation of Employees.—There shall be seven grades for the Clerical Employees and Labour Employees of the Corporation who are governed under the scheme, as set out in the Third Schedule.

8. General.—Subject to the condition that there shall be no retrenchment of any employee, the Corporation shall undertake such steps as may be necessary for increasing productivity by way of work-simplification, reallocation of work, redeployment of employees, installation of improved and more efficient equipment, closure of unproductive units, relocation of establishments or part thereof, relocation of plants and machinery or introduction of new lines of production and manufacture.

9. Transfers.—(i) The Corporation shall be entitled to transfer employee from one unit to another unit in the same Department or from one Department to another Department in the same establishment of the Corporation.

(ii) An employee of the Corporation may be transferred from one establishment of the Corporation to another establishment in the interest of increasing productivity of the Corporation.

10. Interpretation.—If any question arises as to the interpretation of this scheme, the decision of the Central Government thereon shall be final.

11. All other conditions of service of employees which are not specifically covered by this scheme shall continue to be applicable.

[No. R. 34016/1/88-OR II]

ARVIND VARMA, Jt. Secy. (M)

FIRST SCHEDULE

(See Paragraph 4)

PART 'A'

CONDITIONS OF SERVICE APPLICABLE TO EMPLOYEES FOR THE PERIOD FROM 24TH DAY OF JANUARY 1976 TO 31ST DAY OF DECEMBER 1979

1. WAGE SCALES :

The Wage Scales effective from 24th day of January 1976 shall be as follows :—

Grades :

1. Rs. 300-8-356-8-412-9-520
2. Rs. 330-8-410-10-440-10-520-12-580
3. Rs. 375-13-440-15-530-15-695
4. Rs. 445-15-640-16-672-16-800-18-854
5. Rs. 515-16-643-18-769-20-934
6. Rs. 615-20-755-25-805-25-1030
7. Rs. 665-25-915-30-1125

Note : The Wage Scales are consolidated at All India Consumer Price Index No. 244 Simla Series (1960=100).

2. FIXATION OF SALARY

(A) The Basic Salary of the employees shall be fixed at the minimum stage of respective Wage Scales from the dates of their original appointment in the Corporation's service. Annual increments as due on completion of each year of service, shall be given to employees in their respective grades.

(B) If during the relevant period, any employee has been promoted to higher positions, promotional increments and fitments, if any, shall be given in the following manner, namely :—

- (i) the employee on promotion shall be given an increment in his existing scale and he shall then be fitted in the nearest higher step in the higher grade.

- (ii) the employee on promotion shall be fitted at the minimum of promoted scale in case the basic pay after giving one increment in the pre-promoted scale is less than minimum of the promoted scale.

3. DEARNESS ALLOWANCE

(A) Fixed Dearness Allowance

With effect from the 24th day of January, 1976, all eligible employees shall be paid Fixed Dearness Allowance at the following rates :

- (i) Grades 1 to 4 : Rs. 85/- per month; and
- (ii) Grades 5 to 7 : Rs. 105/- per month.

(B) Variable Dearness Allowance

Variable Dearness Allowance shall be paid to the eligible employees, linked to All India Consumer Price Index Number (1960=100) Series. For any increase or decrease in the Quarterly average Consumer Price Index by a full point, Variable Dearness Allowance shall be increased or decreased at the rate of Rs. 1.30 per point rise or fall over All India Consumer Price Index No. 244.

Explanation : For the purposes of this sub-clause the Quarterly Average of Consumer Price Index Number shall be computed as follows, namely :—

For Variable Dearness Allowance payable for the first Quarter of any year, average of Consumer Price Index Numbers for the months of September, October and November of the preceding year shall be taken into account. Similarly, for Variable Dearness Allowance payable in the second quarter of any year, the services of Consumer Price Index Numbers for the months December of the preceding year and January and February of the current year shall be taken into account. The Variable Dearness Allowance payable for subsequent quarters shall also be worked out on similar basis.

4. HOUSE RENT ALLOWANCE

With effect from the 24th day of January 1976, all eligible employees shall be paid House Rent Allowance at the rate of 25 per cent of Basic Salary or Rs. 150/- per month, which is less.

5. CITY COMPENSATORY ALLOWANCE

With effect from the 24th day of January 1976, City Compensatory Allowance shall be paid to eligible employees at the rate of 8 per cent of basic salary subject to a maximum of Rs. 75/- per month.

6. SHIFT ALLOWANCE

With effect from the 24th day of January 1976, all eligible employees working in two shifts rota or three shifts rota shall be entitled to Shift allowance at the rate of Rs. 2.50 per shift worked.

7. TRANSPORT ALLOWANCE

With effect from the 24th day of January 1976, all eligible employees shall be entitled to Transport allowance at the rate of Rs. 40/- per month.

8. WASHING ALLOWANCE

With effect from the 24th day of January 1976, Washing allowance at the rate of Rs. 10/- per month shall be paid to those employees who were in receipt of Uniforms or protective work clothes, provided that the arrangements made by the Corporation to wash the uniforms were not availed by them.

9. LEAVE FARE ASSISTANCE

With effect from the 24th day of January 1976, all employees, who have completed more than 6 months' service in a calendar year, shall be entitled to Leave Fare Assistance as follows :

Basic Pay Range (per month) Leave Fare Assistance

- | | |
|-------------------------------|------------|
| (i) Upto Rs. 415/- | Rs. 500/- |
| (ii) Rs. 416/- to Rs. 785/- | Rs. 600/- |
| (iii) Rs. 786/- to Rs. 1015/- | Rs. 750/- |
| (iv) Rs. 1016/- and above | Rs. 1000/- |

10. LEAVE**(A) Privilege Leave**

Privilege Leave for all eligible employees shall be credited at the rate of 32 running days per calendar year of service.

(B) Casual Leave

All eligible employees shall be entitled to Casual Leave at the rate of 12 days per year.

(C) Sick Leave

All eligible employees shall be entitled to Sick Leave, if not covered under the Employees State Insurance Scheme, at the rate of 10 days per annum and if covered under the Employees State Insurance Scheme, at the rate of 7 days per annum.

(D) Maternity Leave

Maternity Leave shall be admissible to eligible female employees in accordance with the provisions of the Maternity Benefits Act 1961 (53 of 1961).

11. WORKING HOURS

With effect from the 24th day of January 1976, the working hours for labour and clerical employees shall be as follows, namely :—

- (i) For labour employees—48 hours per week ; and
- (ii) For clerical employees—40 hours per week.

12. PROVIDENT FUND

- (a) Eligible employees shall be required to make contribution to Provident Fund at the rate of 8 per cent of their Basic Salary plus Variable Dearness Allowance and plus Fixed Dearness Allowance.
- (b) The Corporation shall make matching contribution to the employees' Provident Fund Accounts.

13. GRATUITY

Gratuity shall be payable to eligible employees in accordance with the provisions of the Payment of Gratuity Act, 1972 (39 of 1972).

FIRST SCHEDULE

(See Paragraph 4)

PART 'B'

CONDITIONS OF SERVICE APPLICABLE TO EMPLOYEES FOR THE PERIOD FROM THE 1ST DAY OF JANUARY 1980 TO THE 31ST DAY OF DECEMBER 1983

1. WAGE SCALES

With effect from the 1st day of January 1980, the Wage Scales applicable to the eligible employees shall be as follows, namely :—

Grades

1. Rs. 325-8-381-8-437-9-545.
2. Rs. 355-8-435-10-465-10-545-12-605.
3. Rs. 400-13-465-15-555-15-720.
4. Rs. 470-15-665-16-697-16-825-18-879.
5. Rs. 540-16-668-18-794-20-954.
6. Rs. 640-20-780-25-830-25-1055.
7. Rs. 690-25-940-30-1150.

NOTE : The Wage Scales are consolidated at All India Consumer Price Index No. 244. Simla Series (1960=100).

2. FIXATION OF SALARY

(A) The Basic salary of the employees who joined the Corporation prior to the 1st day of January 1980 shall be arrived at by adding Rs. 25/- to their Basic Pay as on 31st December 1979 and fitting them in the respective Scales as provided in clause (1) above. Annual increments as due to completion of each year of service shall be given to employees in their respective grades.

(B) The Basic Salary of employees who joined the Corporation between the period 1st January 1980 and 31st December 1983 shall be arrived at by fitting them at the minimum stage of the respective scales from the dates of their original appointments in the Corporation's service. Annual increments as due on completion of each year service shall be given to employees in their respective grades.

(C) If during the relevant period, any employee has been promoted to higher positions, promotional increments and fitments, if any, shall be given as follows :—

- (i) the employee on promotional shall be given an increment in his existing scale and he shall then be fitted in the nearest higher step in the higher grade ;
- (iii) in case the basic pay after giving one increment in the pre-promoted scale is less than the minimum of the promoted scale, the employee on promotion shall be fitted at the minimum of the promoted scale.

3. DEARNESS ALLOWANCE

(A) Fixed Dearness Allowance

With effect from the 1st day of January 1980, all eligible employees shall be paid Fixed Dearness Allowance at the following rates, namely :—

- (i) Grades 1 to 4 : Rs. 60/- per month ; and
- (ii) Grades 5 to 7 : Rs. 80/- per month.

(B) Variable Dearness Allowance

Variable Dearness Allowance shall be paid to the eligible employees, linked to All India Consumer Price Index Number (1960=100) Series. For any increase or decrease in the Quarterly Average of Consumer Price Index by a full point, Variable Dearness Allowance shall be increased or decreased at the rate of Rs. 1.30 per point rise or fall over Consumer Price Index No. 244. With effect from 1st April 1983, for any increase or decrease of Quarterly average Consumer Price Index Numbers above 492 points, Variable Dearness Allowance shall be increased or decreased at the rate of Rs. 1.65 per point.

Explanation

For the purposes of this sub-clause, Quarterly average of Consumer Price Index shall be computed as follows :

For Variable Dearness Allowance payable for the first quarter of any year, average of Consumer Price Index Numbers for the month of September, October and November of the preceding year shall be taken into account. Similarly, for Variable Dearness Allowance payable in the second quarter of any year, the average of Consumer Price Index Numbers for the months of December of the preceding year and January and February of the current year shall be taken into account. The Variable Dearness Allowance payable for subsequent quarters shall also be worked out on similar basis.

(C) Special Dearness Allowance

With effect from the 1st day of January, 1980, all eligible employees shall be paid Special Dearness Allowance as follows :

Basic Pay Range (per month)	Special D.A. (per month)
(i) Upto Rs. 325	Rs. 70
(ii) Rs. 326—400	Rs. 80
(iii) Rs. 401—475	Rs. 90
(iv) Rs. 476—550	Rs. 100
(v) Rs. 551—625	Rs. 110
(vi) Rs. 626—700	Rs. 120
(vii) Rs. 701—775	Rs. 130
(viii) Rs. 776—850	Rs. 140
(ix) Rs. 851—925	Rs. 150
(x) Rs. 926—1000	Rs. 160
(xi) Rs. 1001—1075	Rs. 170
(xii) Rs. 1076—1150	Rs. 180

4. HOUSE RENT ALLOWANCE

With effect from the 1st day of January, 1980, all eligible employees shall be paid House Rent Allowance at the rate of 25 per cent of Basic Salary provided that the maximum amount payable without rent receipt shall not exceed Rs. 275/- per month.

5. CITY COMPENSATORY ALLOWANCE

With effect from the 1st day of January, 1980, all eligible employees shall be paid City Compensatory allowance at the rate of 8 per cent of Basic Salary subject to a maximum of Rs. 75/- per month.

6. SHIFT ALLOWANCE

With effect from the 1st day of January, 1980, all eligible employees working in two shifts rota or three shifts rota shall be entitled to Shift allowance at the rate of Rs. 2.50 per shift worked.

7. TRANSPORT ALLOWANCE

With effect from the 1st day of January, 1980, eligible employees shall be paid Transport allowance at the rate of Rs. 50/- per month.

8. WASHING ALLOWANCE

With effect from the 1st day of January, 1980, Washing allowance at the rate of Rs. 15/- per month shall be paid to those employees who were in receipt of Uniforms or protective clothes, provided that the arrangements made by the Corporation to wash the uniforms were not availed by them.

9. LEAVE FARE ASSISTANCE

With effect from the 1st day of January, 1980, all employees, who have completed more than 6 months' service in a calendar year, shall be entitled to Leave Fare Assistance as follows :

Basic Pay Range (per month)	Leave Fare Assistance
(i) Upto Rs. 440/-	Rs. 500/-
(ii) Rs. 441 to Rs. 810	Rs. 600/-
(iii) Rs. 811 to Rs. 1040	Rs. 750/-
(iv) Rs. 1041 and above	Rs. 1000/-

10. LEAVE**(A) Privilege Leave**

Privilege Leave for all eligible employees shall be credited at the rate of 32 running days per calendar year of service.

(B) Casual Leave

All eligible employees shall be entitled to Casual Leave at the rate of 12 days per year.

(C) Sick Leave

All eligible employees shall be entitled to Sick Leave, if not covered under the Employees State Insurance Scheme, at the rate of 10 days per annum and if covered under the Employees State Insurance Scheme, at the rate of 7 days per annum.

(D) Maternity Leave

Maternity Leave shall be admissible to eligible female employees in accordance with the provisions of the Maternity Benefits Act, 1961 (53 of 1961).

11. WORKING HOURS

With effect from the 1st day of January, 1980, the working hours for labour and clerical employees shall be as follows, namely :

- (i) For Labour employees—44 hours per week ; and
- (ii) For clerical employees—40 hours per week.

NOTE :

The labour employees shall be actually working for 48 hours a week and they shall be compensated for extra time worked during the week at single rate.

12. PROVIDENT FUND

- (a) Eligible employees shall be required to make contribution to Provident Fund at the rate of 8 per cent of their Basic Salary plus Variable Dearness Allowance, plus Fixed Dearness Allowance and plus Special Dearness Allowance.

- (b) The Corporation shall make matching contribution to the employees' Provident Fund accounts.

13. GRATUITY

Gratuity shall be payable to eligible employees as per the provisions of the Payment of Gratuity Act 1972 (39 of 1972).

FIRST SCHEDULE

(See Paragraph 4)

PART 'C'

CONDITIONS OF SERVICE APPLICABLE TO EMPLOYEES FOR THE PERIOD FROM THE 1ST DAY OF JANUARY, 1984 TO THE 31ST DAY OF DECEMBER, 1987

1. WAGE SCALES

With effect from the 1st day of January, 1984, the Wage Scales applicable to the eligible employees shall be as follows, namely,—

Grades.

1. Rs. 400-8-456-8-512-9-620.
2. Rs. 430-8-510-10-540-10-620-12-680.
3. Rs. 475-13-540-15-630-15-795.
4. Rs. 545-15-740-16-772-16-900-18-954.
5. Rs. 615-16-743-18-869-20-1029.
6. Rs. 715-20-855-25-905-25-1130.
7. Rs. 765-25-1015-30-1225.

Note.—The Wage Scales are consolidated at All India Consumer Price Index No. 244 Simla.

Series (1960 = 100)

2. FIXATION OF SALARY

(A) The Basic Salary of the employees who joined the Corporation period to 1st January, 1984 shall be arrived at by adding Rs 75/- to their Basic Salary as on the 31st day of December, 1983 and by fitting them in the respective Scales as provided in Clause (1) above. Annual increments as due on completion of each year of service shall be given to employees in their respective grades.

(B) The Basic Salary of employees who joined the Corporation between the period 1st January, 1984 and 31st December, 1987 shall be arrived at by fitting them at the minimum of stage of the respective Scales from the dates of their original appointments in the Corporation's service. Annual increments as due on completion of each year of service shall be given to employees in their respective grades.

(C) If during the relevant period, any employee has been promoted to higher positions, promotional increments and fitments, if any, shall be given as follows:—

- (i) the employee on promotion shall be given an increment in his existing scale and he shall then be fitted in the nearest higher step in the higher grade ;
- (ii) in the case the basic pay after giving one increment in the pre-promoted scale is less than the minimum of the promoted scale, the employee on promotion shall be fitted at the minimum of promoted scale.

3. DEARNESS ALLOWANCE :

(A) Fixed Dearness Allowance.

With effect from the 1st day of January 1984, all eligible employees shall be paid Fixed Dearness Allowance at the following rates, namely :—

- (i) Grades 1 to 4 : Rs. 150 per month; and
- (ii) Grades 5 to 7 : Rs. 175/- per month.

(B) Variable Dearness Allowance.

Variable Dearness Allowance shall be paid to the eligible employees, linked to All India Consumer Price Index (1960=100) Series. For any increase or decrease in the quarterly average of Consumer Price Index by a full point, Variable Dearness Allowance shall be increased or decreased at the rate of Rs. 1.30 per point rise or fall over Consumer Price Index No. 244 upto Consumer Index No. 492. For any increase of quarterly average of Consumer Price Index Numbers above 492 points, Variable Dearness Allowance shall be increased or reduced at the rate of Rs. 1.65 per point.

Explanation :

For the purposes of this Sub-Cause Quarterly average Consumer Price Index Number shall be computed as follows :—

For Variable Dearness Allowance payable for the first quarter of any year, average of Consumer Price Index Numbers for the months of September, October and November of the preceding year shall be taken into account. Similarly, for Variable Dearness Allowance payable in the Second quarter of any year, the average of Consumer Price Index Numbers for the month of December of the preceding year and January and February of the current year shall be taken into account. The Variable Dearness Allowance payable for subsequent quarters shall also be worked out on similar basis.

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(C) Special Dearness Allowance :

With effect from the 1st day of January 1984, all eligible employees shall be paid Special Dearness Allowance as per table given below :—

Basic Pay Range (per month)	Special D.A (per month)
(i) Upto Rs. 400	Rs. 180
(ii) Rs. 401 to 525	Rs. 204
(iii) Rs. 526 to 575	Rs. 222
(iv) Rs. 576 to 625	Rs. 233
(v) Rs. 626 to 675	Rs. 251
(vi) Rs. 676 to 725	Rs. 262
(vii) Rs. 726 to 775	Rs. 268
(viii) Rs. 776 to 825	Rs. 268
(ix) Rs. 826 to 875	Rs. 274
(x) Rs. 876 to 925	Rs. 278
(xi) Rs. 926 to 975	Rs. 284
(xii) Rs. 976 to 1025	Rs. 290
(xiii) Rs. 1026 to 1075	Rs. 300
(xiv) Rs. 1076 to 1125	Rs. 309
(xv) Rs. 1126 to 1175	Rs. 311
(xvi) Rs. 1176 and above	Rs. 315

4. HOUSE RENT ALLOWANCE

With effect from the 1st day of January, 1984, all eligible employees shall be paid House Rent Allowance at the rate of 30 per cent of the Basic Pay provided that the maximum payable without Rent Receipt shall not exceed Rs. 275 per month upto 31st day of March, 1987 and from 1st day of April 1987, the maximum payable without rent receipt shall not exceed Rs. 1000 per month.

5. CITY COMPENSATORY ALLOWANCE

With effect from the 1st day of January 1984, all eligible employees shall be paid City Compensatory allowance at the rate of 8 per cent of the Basic Pay subject to a maximum of Rs. 75/- per month upto 31 day of March 1987, and from 1st day of April, 1987 subject to a maximum of Rs. 100/- per month.

6. SHIFT ALLOWANCE

With effect from the 1st day of January 1984, all eligible employees working in two shifts or three shifts rota shall be entitled to Shift allowance at the rate of Rs. 3/- per shift worked.

7. TRANSPORT ALLOWANCE

With effect from the 1st day of January, 1984, all eligible employees shall be paid Transport allowance at the rate of Rs. 50/- per month.

8. WASHING ALLOWANCE

With effect from the 1st day of January 1984, Washing allowance at the rate of Rs. 20/- per month shall be paid to those employees who were in receipt of Uniforms or protective clothes, provide that the arrangements made by the Corporation to wash the uniforms were not availed by the n.

of 8 per cent of their Basic Salary plus Variable Dearness Allowance plus Fixed Dearness Allowance and plus Special Dearness Allowance.

(b) The Corporation shall make matching contribution to the employees' Provident Fund Accounts.

9. LEAVE FARE ASSISTANCE

With effect from the 1st day of January 1984, all employees, who have completed more than 6 months' service in a calendar year, shall be entitled to Leave Fair Assistance as follows :

Basic Pay Range (per month)

Leave Fare Assistance

(i) Upto Rs. 440	Rs. 500
(ii) Rs. 441 to 810	Rs. 600
(iii) Rs. 811 to 1040	Rs. 750
(iv) Rs. 1041 & above	Rs. 1000

10. LEAVE

(A) Privilege Leave :

Privilege Leave for all eligible employees shall be credited at the rate of 32 running days per calendar years of service.

(B) Casual Leave :

All eligible employees shall be entitled Casual Leave at the rate of 12 days per year.

(C) Sick Leave :

All eligible employees shall be entitled to Sick Leave, if not covered under the Employees State Insurance Scheme, at the rate of 10 days per annum and if covered under the Employees State Insurance Scheme, at the rate of 7 days per annum.

(D) Maternity Leave :

Maternity Leave shall be admissible to eligible female employees in accordance with the provisions of the Maternity Benefits Act 1961 (53 of 1961).

11. WORKING HOURS

With effect from the 1st day of January 1984, the Working hours for labour and clerical employees shall be as follows, namely :—

(i) For labour employees—44 hours per week ; and

(ii) For clerical employees—40 hours per week.

NOTE :

The labour employees shall be actually working for 48 hours a week and they shall be compensated for 4 hours extra time worked during the week at single rate.

12. PROVIDENT FUND :

(a) Eligible employees shall be required to make contribution to Provident Fund at the rate

13. GRATUITY

Gratuity shall be payable to eligible employees as per the provisions of the Payment of Gratuity Act 1972 (39 of 1972).

SECOND SCHEDULE

(See Paragraph 4)

CONDITIONS OF SERVICE WITH EFFECT FROM THE 1ST DAY OF JANUARY, 1988**1. WAGE SCALES**

With effect from the 1st day of January, 1988, the Wage Scales applicable to the employees shall be as follows :

Grades

1	Rs. 915-11-1047-15-1167-17-1303
2	Rs. 945-13-1075-15-1195-17-1331
3	Rs. 990-15-1140-17-1310-19-1443
4	Rs. 1060-17-1230-19-1325-21-1472
5	Rs. 1130-23-1268-25-1393-27-1555-29-1700
6	Rs. 1230-30-1440-35-1650-40-1850
7	Rs. 1280-40-1520-45-1790-50-2090

NOTE :

The Wage Scales are consolidated at All India Consumer Price Index Number 608 published by Labour Bureau, Simla (1960=100).

2. FITMENT BENEFIT

The employees who are on the Payroll of the Corporation on the date of notification of this Scheme shall be entitled to the Fitment benefit of Rs. 125/- per month.

3. FIXATION OF SALARY

(a) The revised Basic Salary as on the 1st day of January 1988, shall be determined as follows :

(i) The revised basic salary as on the 1st day of January 1988, of the employees who were in the service of the Corporation as on the 31st day of December 1987, shall be arrived at by addition of Rs. 515/- (being the component of Variable Dearness Allowance merged into basic) and Rs. 125/- (being the component of fitment benefit) to the basic salary payable to them in their respective Wage Scale as on the 31st day of December 1987.

(ii) If as a result of what is stated in Clause (i) above, the revised basic salary so arrived at is out of step in the appropriate Wage Scales, it shall be brought to the next step in

the Scale by giving appropriate step up adjustment.

(b) Employees who have joined the Corporation's service on or after the 1st day of January 1988 upto the date of Notification shall be fitted, from the date of joining, at the minimum of the Grades applicable to them.

(c) The employees who have joined the Corporation's service after the date of the notification of the Scheme, shall be fitted in the appropriate Wage Scales on point-to-point basis.

4. DEARNESS ALLOWANCE

(A) Fixed Dearness Allowance

With effect from the 1st day of January 1988, all eligible employees shall be paid Fixed Dearness Allowance at the rate of Rs. 100/- per month.

(B) Special Dearness Allowance

With effect from the 1st day of January 1988, all eligible employees shall be paid a Special Dearness Allowance at the following rates :

Basic Pay Ranger (per month) Special Dearness Allowance (per month)

- (i) Upto Rs. 1000 Rs. 115
- (ii) Rs. 1001 to 1200 Rs. 120
- (iii) Rs. 1201 to 1400 Rs. 170
- (iv) Rs. 1401 to 1600 Rs. 190
- (v) Rs. 1601 to 1900 Rs. 210
- (vi) Rs. 1901 & above Rs. 250

(C) Variable Dearness Allowance

With effect from the 1st day of January 1988, all eligible employees shall be paid Variable Dearness Allowance, linked to All India Price Index Number (1960 = 100) Series. For any increase or decrease in quarterly average of Consumer Price Index by a full point, Variable Dearness Allowance shall be increased or decreased at the rate of Rs. 1.65 per point beyond All India Consumer Price Index No. 608.

Explanation : For the purposes of this sub-clause, Quarterly average of Consumer Price Index Number shall be computed as follows :

For Variable Dearness Allowance payable for the first quarter of any year, average of Consumer Price Index Numbers for the months of September, October and November of the preceding year shall be taken into account. Similarly, for Variable Dearness Allowance payable in the second quarter of any year, the average Consumer Price Index Numbers for the months of December of the preceding year and January and February of the current year shall be taken into account. The Variable Dearness Allowance payable for subsequent quarters shall also be worked out on similar basis.

(D) In case Government of India revises its policy on neutralisation per point variation in Consumer Price Index Number in the Public Sector Undertakings, where the rate of Rs. 1.65 per point applies at present, the revised rate shall be made applicable to the employees covered by this Scheme from the date the said change becomes effective.

5. HOUSE RENT ALLOWANCE

With effect from the 1st day of January 1988, House Rent Allowance to eligible employees shall be payable on the following basis :

- (i) In the case of employees who do not produce rent receipt, House Rent Allowance shall be paid at the rate of 30 per cent of the basic salary or Rs. 1000/- per month, whichever is less.
- (ii) In the case of employees who produce rent receipt or claim House Rent allowance on the basis of assessed market rent of their own house, House Rent allowance shall be paid on the following basis :
 - (a) Employees shall be required to first bear rent equal to 10 per cent of their basic salary; and
 - (b) The Corporation shall pay balance rent incurred by the employees upto maximum of 30 per cent of basic salary or Rs. 1000/- per month, whichever is less.
- (iii) House Rent Allowance shall not be paid to the employees occupying Corporation owned/leased accommodation for which deductions on account of occupancy charges at 10 per cent of basic salary shall be made from the date such Corporation owned or leased accommodation is occupied by the employee.
- (iv) House Rent Allowance shall not be paid for periods of absence on loss of pay.
- (v) House Rent Allowance shall not be considered for contribution to Provident Fund or for the purposes of retirement benefits or for bonus/ex gratia or for any allowances whatsoever.

6. CITY COMPENSATORY ALLOWANCE

(a) With effect from the 1st day of January 1988, City Compensatory Allowance shall be paid to eligible employees at the rate of 8% of basic salary subject to a maximum of Rs. 100/- per month.

(b) City Compensatory Allowance shall not be paid for periods of absence on loss of pay.

(c) City Compensatory Allowance shall not be considered for calculation of House Rent Allowance, contribution to Provident Fund or for the purpose of retirement benefits or for any bonus/ex gratia or for any allowance whatsoever.